

TODD COUNTY BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Date: March 3, 2015

Time: 9:00 AM

Meeting to be held in the County Board Room, Historic Courthouse located at 215 1st Avenue South
Suite 300, Long Prairie, Minnesota 56347

| Item # | | Approx. Time |
|---------------|-------------------------------------------------------------|---------------------|
| 1 | Call to Order and Roll Call | 9:00 |
| 2 | Pledge of Allegiance | 9:01 |
| 3 | Amendments to the Agenda | 9:03 |
| 4 | Potential Consent Items | 9:05 |
| 4.1 | Approve Meeting Minutes from February 17, 2015 | |
| 4.2 | Approve Commissioner Warrants | |
| 4.3 | Set up License - Head of the Lakes | |
| 4.4 | 3.2 Malt Liquor License - Knotty Pine Ballroom | |
| 4.5 | Set up License - Knotty Pine Ballroom | |
| 4.6 | On Sale & Sunday 1 year Liquor License - Little Sauk Legion | |
| 4.7 | Set up License - Rainbow Lodge | |
| 4.8 | On Off & Sunday Liquor License - Saukinac Campground | |
| 4.9 | 1 Year On Sale & Sunday Liquor License - Thunder Lodge | |
| 4.10 | 3.2 Malt Liquor License - Rainbow Lodge | |
| 4.11 | 3.2 Malt Liquor License - Head of the Lakes | |
| 4.12 | On Sale & Sunday Liquor License - 8's Pub & Grill | |
| 5 | Public Works | 9:20 |
| 5.1 | Set Date for Spring Road Meeting | |
| 5.2 | Set Date for CR 58 & 141st Ave Public Hearing | |
| 5.3 | Contract for Bridge Engineering | |
| 6 | Assessor's Office | 9:30 |
| 6.1 | Todd County Board of Appeal & Equalization | |
| 7 | SWCDD | 9:35 |
| 7.1 | Hire Wetland Position | |

Standing Reports

Auditor - Treasurer Report

Commissioners' Report

Adjourn

Todd County, MN Board Action Form



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| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-02 | |

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|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve February 17, 2015 Meeting Minutes | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Administration | |
| Presenting Board Action/Discussion at Meeting: Denise Gaida | |
| Background <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| February 17, 2015 Meeting Minutes attached | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| Approve Meeting Minutes from February 17, 2015 as read | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Signatures | |
| STATE OF MINNESOTA } COUNTY OF TODD } | |
| I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal: | |
| Seal | |

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
February 17, 2015*

Call to Order

The Todd County Board of Commissioners met in the Commissioner's Board Room in the City of Long Prairie, MN on the 17th day of February, 2015 at 9:00 AM. The meeting was called to order by Chairperson Kircher. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote. To approve the agenda as presented with the following addition:

1. Gambling Permit – Wahoo Valley Chapter of MN Deer Hunters Association

Routine Business

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve meeting minutes from January 20, 2015 and February 3, 2015.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants numbers 39908 thru 40022 in the amount of \$149,120.13 and HHS Warrants in the amount of 32,877.55.

On motion by Erickson and second by Becker, the following resolution was introduced and adopted by unanimous vote:

GAMBLING PERMIT FOR PHEASANTS FOREVER TODD COUNTY CHAPTER

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for Pheasants Forever Todd County Chapter through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for Pheasants Forever Todd County Chapter to hold a raffle at Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on April 11, 2015.

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve roll over the remaining sum of \$33,087.58 from the 2014 Budget to the 2015 Budget for the Todd County Sheriff's Forfeiture Fund.

On motion by Kneisl and second by Neumann, the following resolution was introduced and adopted by unanimous vote:

GAMBLING PERMIT FOR WAHOO VALLEY CHAPTER OF THE MN DEER HUNTERS ASSOCIATION

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for Wahoo Valley Chapter of the Mn. Deer Hunters Association through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for Wahoo Valley Chapter of the Mn. Deer Hunters Association to hold a raffle at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on March 28, 2015.

TODD COUNTY BOARD OF COMMISSIONERS

Public Works

On motion by Kneisl and second by Neumann, the following resolution was introduced and adopted by unanimous vote:

RELEASE OF AN EASEMENT ON COUNTY ROAD 82

WHEREAS, in 1980 the Todd County Public Works Department obtained a 100 foot right of way corridor (50 feet per side of centerline) by easement along all of County Road 82 for the purposes of reconstructing the road, and;

WHEREAS, in 2004 the Todd County Public Works Department attempted to obtain additional right of way by easement at the Eagle Creek crossing on County Road 82 for the future construction of Bridge 77J58 (known as SAP 077-598-002), and;

WHEREAS, it now has been determined that Easement #6 of SAP 077-598-002 contained multiple legal description errors and that the County no longer requires the use of said easement.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby release and discharge Highway Easement #6 of SAP 077-598-002 dated April 28, 2004, recorded June 18, 2004, as Document 427187 in the Office of the Todd County Recorder concerning the following described property located in Todd County, Minnesota: The NW¹/₄NE¹/₄, Section 26, Township 131 North, Range 35 West of the Fifth Principal Meridian, according to the United States Government Survey thereof.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve County Engineer to purchase the equipment listed below in the total amount of \$341,246.41.

Mack Truck Model GU713 from Nuss Truck & Equipment for \$103,704.83 (includes trade) - State Bid Price.

Box and Plow Equipment from Towmaster, Inc. for \$92,701.29 - State Bid Price

Challenger Tractor Model MT515E (includes trade) from Ziegler Equipment with attached Diamond DDR120- CO Mower from Diamond Mowers for \$102,637.00- State Bid Price

Dodge Ram 1500 ST Truck from Nelson Auto Center for \$24,703.29 - State Bid Price

Marathon HMT8000D Hot Box from Bill Lyon's Crusher Sales, Inc. for \$17,500 - Used Equipment (2011).

Planning & Zoning

Final Plat Approval –

“Molly Lake & Forest Lands” Subdivision

On motion by Erickson and second by Kneisl, the following resolution was introduced and adopted by unanimous vote:

WHEREAS, Owners Eugene Volpe & Mary Gruver Volpe have applied to subdivide property located on Molly Lake, S2 SW4, Section 36, Burnhamville Township. Plat of “~~Molly Moons Acer Two~~” Molly Lake & Forest Lands subdivision consists of Lot One, One Block containing 23.27 acres. Plat abuts an existing public road. Property is located in a Natural Environment Lakeshore (NE) Zone.

WHEREAS, Applicants appeared before the Todd County Planning Commission at a public hearing on July 10, 2014, Owner requested a name change from “Molly Moons Acer Two” to “Molly Lake & Forest Lands”. Preliminary plat was recommended to the County Board of Commissioner for approval as presented with one condition, and;

TODD COUNTY BOARD OF COMMISSIONERS

WHEREAS, On August 5, 2014 the Todd County Board of Commissioners approved Molly Lake & Forest Lands Plat to move forward and be completed with one condition – that this site is located by and in an agricultural area and consequently there will be from time to time, sights, sounds, and smells associated with the operation of farming. No lot owner shall bring action of law, against any farming operation because of such farming activities, as long as such farming activity complies with state, federal, EPA, or Todd County Ordinances, and;

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Molly Lake & Forest Lands” subdivision be approved as presented.

SWCDD

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Watercraft Inspection Delegation Agreement with MN DNR.

Sheriff’s Department

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the resignation of part time Jailor/Dispatcher Scott Allyn effective February 5, 2015.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve hire Kyle Hartigan as a part-time Jailor/Dispatcher at a Grade 17, Step 1 with an effective date of February 22nd, 2015.

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve hire James Switters as a part-time Jailor/Dispatcher at a Grade 17, Step 1 with an effective date of February 22nd, 2015.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve hire Kristi Stafford as a part-time Jailor/Dispatcher at a Grade 17, Step 1 with an effective date of February 22nd, 2015.

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve hire of James Olson as a full-time Jailor/Dispatcher at a Grade 17, Step 4 with an effective date of February 22nd, 2015.

Discussion was held on the salary of Gene Ziegenhagen, Chief Deputy. Topic was tabled until after more discussion at the next Personnel Committee.

Great River Regional Library

The annual report was given by representatives of the Great River Regional Library.

TODD COUNTY BOARD OF COMMISSIONERS

Auditor Treasurer Report

Auditor-Treasurer reported the all the old tax books have been arranged in a Tax Library at the Government Center.

Commissioner's Report

Erickson reported he attending the Parks and Trails Committee meeting on February 11. Researching grants for playground equipment at the Battle Point Park. Erickson also attending the Department Head Meeting and will have information on that at the next meeting. Becker attending the Personnel Committee meeting and said they are considering adding the Safety Committee to this one. Neumann reported he attended the on MN Council on Aging Committee meeting and the Todd County Public Health Committee meeting. There are 3 appointments currently open for this Committee. Rainbow Rider had 2600 rides in 2014. They are still in the process of replacing some buses. Kneisl reported he attended the Eagle Bend Food Service Program. The Eagle Bend School Board has agreed for use of this facility for the food service program. Now the renovation can move forward. Kircher thanked everyone for all the support, cards and phones calls after his surgery in January.

On motion by Neumann and second by Kneisl, the meeting was adjourned for the month of February, 2015.

Commissioner Warrants

| Vendor | Amount |
|------------------------------------------|------------|
| ALL STATE COMMUNICATIONS | 2,294.50 |
| AMERICAN DOOR WORKS | 4,890.00 |
| COMMISSIONER OF TRANSPORTATION | 3,591.71 |
| COMPASS MINERALS AMERICA | 20,349.04 |
| FLEET SERVICES DIVISION | 2,338.64 |
| FRIEDRICH'S TIRE & OIL CO | 3,085.58 |
| INFORMATION SYSTEM CORP | 6,523.40 |
| MORRISON COUNTY | 12,639.25 |
| NEIL'S SERVICE CENTER | 3,047.23 |
| NORTHERN STAR COOP | 4,829.30 |
| Prairie Lakes Municipal Solid Waste Auth | 43,873.20 |
| ROYAL TIRE | 2,639.12 |
| STAPLES WORLD | 3,335.07 |
| Payments less than 2000 | 35,684.09 |
| Final Total | 149,120.13 |

HHS Warrants

| | |
|------------------------------|----------|
| # 878 Foster Care Provider | 2,435.98 |
| # 1477 Foster Care Provider | 2,265.48 |
| # 10746 Foster Care Provider | 2,859.88 |

TODD COUNTY BOARD OF COMMISSIONERS

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|------------------------------|-----------|
| # 12490 Foster Care Provider | 3,619.87 |
| # 13874 Foster Care Provider | 2,545.57 |
| Payments less than 2000 | 19,150.77 |
| Final Total | 32,877.55 |

Todd County, MN Board Action Form



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| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-05 | |

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|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve Commissioner Warrants | |
| Date of Meeting: 03/03/2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer Office | |
| Presenting Board Action/Discussion at Meeting: Denise Gaida | |
| Background <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| Printout sent to Commissioners | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| To approve the Commissioner Warrants number 40023 thru 40117 in the amount of \$71,816.13. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| Signatures | |
| STATE OF MINNESOTA } COUNTY OF TODD } | |
| I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal: | |
| Seal | |

Commissioner Warrants

| Vendor Name | Amount |
|------------------------------|-----------|
| CLIFTON LARSONALLEN, LLP | 3,000.00 |
| COMPASS MINERALS AMERICA | 26,823.25 |
| DIGITAL ALLEY | 2,120.00 |
| ELEMENT MATERIALS TECHNOLOGY | 4,450.00 |
| HILLYARD | 2,013.87 |
| M-R SIGN COMPANY INC | 2,451.35 |
| MRCC | 2,100.00 |
| NORTHERN STAR COOP | 2,161.32 |
| Payments less than 2000 | 26,696.34 |
| Final Total | 71,816.13 |

JOLENES

2/24/15 9:34AM

**** Todd County ****

WARRANTS FOR PUBLICATION



Cutoff 2000

Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION

Warrants Approved On 3/03/2015 For Payment 3/06/2015

| <u>Vendor Name</u> | <u>Amount</u> |
|------------------------------|---------------|
| CLIFTON LARSONALLEN, LLP | 3,000.00 |
| COMPASS MINERALS AMERICA | 26,823.25 |
| DIGITAL ALLEY | 2,120.00 |
| ELEMENT MATERIALS TECHNOLOGY | 4,450.00 |
| HILLYARD | 2,013.87 |
| M-R SIGN COMPANY INC | 2,451.35 |
| MRCC | 2,100.00 |
| NORTHERN STAR COOP | 2,161.32 |
| 87 Payments less than 2000 | 26,696.34 |
| Final Total: | 71,816.13 |

Todd County, MN Board Action Form



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| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-07 | |

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| Title (for publication with the Agenda): Approve One Year Set-Up License Head of the Lakes Resort | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| Application has been filed with the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve a one year Set-Up license for Head of the Lakes Resort. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| Signatures | |
| STATE OF MINNESOTA } COUNTY OF TODD } | |
| I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal: | |
| Seal | |

Todd County, MN Board Action Form



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| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-08 | |

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|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve One year On & Off 3.2 Malt Liquor License Knotty Pine Ballroom | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application has been filed with the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| to approve a one year On & Off Sale 3.2 Malt Liquor License for Knotty Pine Ballroom. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| Signatures | |
| STATE OF MINNESOTA } COUNTY OF TODD } | |
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| Seal | |

Todd County, MN Board Action Form



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|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-09 | |

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve One Year Set-Up License Knotty Pine Ballroom | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application has been filed with the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve a one year Set-Up license for Knotty Pine Ballroom. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| Signatures | |
| STATE OF MINNESOTA } COUNTY OF TODD } | |
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| Seal | |

Todd County, MN Board Action Form



| | |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-0 | |

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve 1 year On Sale and Sunday Liquor License Little Sauk Legion | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application is on file in the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve a one year On Sale and Sunday Liquor License for American Legion 417 Oscar Jacobson Post (Little Sauk Legion). | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| Signatures | |
| STATE OF MINNESOTA } COUNTY OF TODD } | |
| I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal: | |
| Seal | |

Todd County, MN Board Action Form



| | |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-11 | |

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve One Year Set-Up License - Rainbow Lodge | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application has been filed with the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve a one year Set-Up license for Rainbow Lodge. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| Signatures | |
| STATE OF MINNESOTA } COUNTY OF TODD } | |
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| Seal | |

Todd County, MN Board Action Form



| Action Requested | |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-13 | |

| | |
|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve 1 year On & Off Sale and Sunday Liquor License Saukinac Campground | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application is on file in the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| to approve a one year On & Off Sale and Sunday Liquor License for Saukinac Campground. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| | Seal |

Todd County, MN Board Action Form



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| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-16 | |

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve 1 year On Sale and Sunday Liquor License - Thunder Lodge | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application is on file in the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve a one year On Sale and Sunday Liquor License for Thunder Lodge Sportsbar & SC Inc. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| | Seal |

Todd County, MN Board Action Form



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| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-12 | |

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve One year On & Off 3.2 Malt Liquor License Rainbow Lodge | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application has been filed with the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve a one year On & Off Sale 3.2 Malt Liquor License for Rainbow Resort. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| Seal | |

Todd County, MN Board Action Form



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| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-06 | |

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve One year On & Off 3.2 Malt Liquor License Head of the Lakes | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application has been filed with the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve a one year On & Off Sale 3.2 Malt Liquor License for Head of the Lakes Resort. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
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Todd County, MN Board Action Form



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| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-01 | |

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Approve 1 year On Sale and Sunday Liquor License- 8's Pub & Grill | |
| Date of Meeting: March 3, 2015 | Total time requested: 5 min |
| Department Requesting Action: Auditor-Treasurer | |
| Presenting Board Action/Discussion at Meeting: Denise | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Application is on file in the Auditor-Treasurer's Office | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve a one year On Sale and Sunday Liquor License for 8's Pub & Grill LLC. | |
| Financial Implications: \$ | Comments |
| Funding Source: | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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Todd County, MN Board Action Form



| Action Requested | |
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| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-14 | |

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Set 2015 Spring Road Meeting | |
| Date of Meeting: 03/03/2015 | Total time requested: 5 min |
| Department Requesting Action: Public Works | |
| Presenting Board Action/Discussion at Meeting: Loren Fellbaum, County Engineer | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| Request to set date for the 2015 Spring Road Meeting. | |
| Options <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| #1 Set the 2015 Spring Road Meeting for one of the following dates and times: April 13 th , 14 th , 15 th , 16 th , 17 th , 20 th , 22 nd , 23 rd , 24 th , 28 th , 29 th , 30 th (all at 9:00 AM at the Long Prairie Shop) | |
| #2 Do not have a 2015 Spring Road Meeting. | |
| Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| Set the 2015 Spring Road Meeting for April __, 2015 at 9:00 AM at the Public Works Long Prairie Shop located at 44 Riverside Drive, Long Prairie, MN 56347. | |
| Financial Implications: \$0.00 | Comments |
| Funding Source: Road and Bridge | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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Todd County, MN Board Action Form



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| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-15 | |

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Title (for publication with the Agenda): Public Hearing Regarding the Revocation of County Road 58 and Extension of County Road 57 - Setting Date | |
| Date of Meeting: 03/03/2015 | Total time requested: 5 min |
| Department Requesting Action: Public Works | |
| Presenting Board Action/Discussion at Meeting: Loren Fellbaum, County Engineer | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| At the February 17 th , 2015 Todd County Board of Commissioners Work Session, it was determined to move forward with conducting a Public Hearing to consider the revocation of County Road 58 and extension of County Road 57 in Gordon Township per Minnesota Statute 163.11 (Powers Relating to Highways). | |
| Options <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| #1 Conduct a Public Hearing to consider the revocation of County Road 58 and extension of County Road 57 in Gordon Township per Minnesota Statute 163.11 (Powers Relating to Highways), with the date/time/location of the Hearing being June 2 nd , 2015 at 7:00 PM at the Gordon Township Hall located at 14144 State 27, Osakis, MN 56360. | |
| #2 Do not conduct a Public Hearing to consider the revocation of County Road 58 and extension of County Road 57 in Gordon Township per Minnesota Statute 163.11 (Powers Relating to Highways). | |
| Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| Conduct a Public Hearing to consider the revocation of County Road 58 and extension of County Road 57 in Gordon Township per Minnesota Statute 163.11 (Powers Relating to Highways), with the date/time/location of the Hearing being June 2 nd , 2015 at 7:00 PM at the Gordon Township Hall located at 14144 State 27, Osakis, MN 56360. | |
| Financial Implications: \$0.00 | Comments |
| Funding Source: Road and Bridge | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

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| Seal | |

Todd County, MN Board Action Form



| Action Requested | |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-03 | |

| | |
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| Title (for publication with the Agenda): Engineering Contract for Bridge #77506 Replacement Project | |
| Date of Meeting: 03/03/2015 | Total time requested: 5 min |
| Department Requesting Action: Public Works | |
| Presenting Board Action/Discussion at Meeting: Loren Fellbaum, County Engineer | |
| Background <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| Bridge #77506 is a steel beam bridge located on CSAH 1 over the Long Prairie River in Leslie Township. This bridge is supported with wood piles that are experiencing some decay that require the bridge to be listed as Structurally Deficient in the State Bridge Management Information System. Due to its failing condition, Bridge #77506 has been included in the Todd County Bridge Priority Replacement List for a number of years and has also been slated for replacement in the summer of 2016 in the Todd County Five Year Construction Plan. | |
| In order to move forward with this replacement project, a Quick Call for Proposals was conducted to provide engineering services. The following two responses were received: Widseth Smith Nolting & Associates, Inc. from Alexandria, Minnesota for \$37,833.00 (attached cost estimate) Erickson Engineering from Bloomington, Minnesota for \$42,838.00 (attached cost estimate) | |
| Options <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| #1 Approve the County Engineer to enter into a engineering services contract with Widseth Smith Nolting for the Bridge #77506 replacement project. | |
| #2 Do not approve the County Engineer to enter into a contract with Widseth Smith Nolting. | |
| Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| Approve the County Engineer to enter into a engineering serivces contract with Widseth Smith Nolting for the Bridge #77506 replacement project. | |
| Financial Implications: \$37,833.00 | Comments |
| Funding Source: Road and Bridge & State Aid Rural Construction Funds | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
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| Seal |

COST PROPOSAL

Bridge #77506 Replacement Over Long Prairie River
CSAH 1
Todd County

Cost Estimate

| | | | | |
|----|---------------------------------------------------------------------|-------------------|--------------|--------|
| 1. | State Aid Bridge Funding Application | | | |
| | Field Work | | | |
| | Engineer II | 4 hrs @ 105/hr = | \$ 420 | |
| | | Subtotal Item 1 | | \$ 420 |
| 2. | Develop Bridge Survey Sheet | | | |
| | Tech III | 8 hrs @ 86/hr = | \$ 688 | |
| | | Subtotal Item 2 | | 688 |
| 3. | Hydraulics, Risk Assessment and Scour Analysis | | | |
| | Engineer IV | 6 hrs @ 140/hr = | \$ 840 | |
| | Engineer II | 18 hrs @ 105/hr = | <u>1,890</u> | |
| | | Subtotal Item 3 | | 2,730 |
| 4. | Provide minimum 2 alternate designs with Construction cost estimate | | | |
| | Engineer III | 2 hrs @ 128/hr = | \$ 256 | |
| | Tech IV | 2 hrs @ 102/hr = | <u>204</u> | |
| | | Subtotal Item 4 | | 460 |
| 5. | Prepare Preliminary Bridge Plans | | | |
| | Engineer IV | 4 hrs @ 140/hr = | \$ 560 | |
| | Engineer II | 8 hrs @ 105/hr = | 840 | |
| | Tech IV | 32 hrs @ 102/hr = | <u>3,264</u> | |
| | | Subtotal Item 5 | | 4,664 |
| 6. | Prepare Final Bridge Plan | | | |
| | Engineer IV | 8 hrs @ 140/hr = | \$ 1,120 | |
| | Engineer II | 32 hrs @ 105/hr = | 3,360 | |
| | Tech IV | 80 hrs @ 102/hr = | <u>8,160</u> | |
| | | Subtotal Item 6 | | 12,640 |
| 7. | Prepare Construction Cost Estimate | | | |
| | Engineer IV | 2 hrs @ 140/hr = | \$ 280 | |
| | | Subtotal Item 7 | | 280 |
| 8. | Bridge Rating | | | |
| | Engineer II | 2 hrs @ 105/hr = | \$ 210 | |
| | | Subtotal Item 8 | | 210 |



| | | | | |
|----|-------------------|------------------|--------|------------|
| 9. | Special Provision | | | |
| | Engineer II | 8 hrs @ 105/hr = | \$ 840 | |
| | | Subtotal Item 9 | | <u>840</u> |
| | | Total Items 1-9 | | \$22,932 |

Additional Items

| | | | | |
|------------------|-------------|-------------------|----------|-------|
| Extra A. Permits | | | | |
| | Engineer II | 10 hrs @ 105/hr = | \$ 1,050 | |
| | | Subtotal Item A | | 1,050 |

| | | | | |
|-----------------------------------------------------------------------|--------------|------------------------|--------------|-------|
| Extra B. Wetland Delineation and Report, Asbestos and Regulated Waste | | | | |
| | Scientist IV | 6 hrs @ 140/hr = | \$ 840 | |
| | Engineer II | 18 hrs @ 105/hr = | 1,890 | |
| | | Regulated Waste Report | <u>1,000</u> | |
| | | Subtotal Item B | | 3,730 |

| | | | | |
|--------------------------------------------------------|-------------|------------------|--------|-----|
| Extra C. Coordination of Soil Investigation and report | | | | |
| | Engineer II | 1 hrs @ 105/hr = | \$ 105 | |
| | | Subtotal Item C | | 105 |

| | | | | |
|----------------------------------------------------------------------------|--------------|-------------------|--------------|--------------|
| Extra D. Approach Plans estimate 400' each side of bridge + Hackberry Road | | | | |
| | Engineer III | 12 hrs @ 128/hr = | \$1,536 | |
| | Tech IV | 40 hrs @ 102/hr = | <u>4,080</u> | |
| | | Subtotal Item D | | <u>5,616</u> |
| | | Total Item A-D | | \$10,501 |

Soil boring cost estimated at \$4,400.00 (Not included in our fee)



Erickson Engineering Cost Proposal


Replacement of Todd County Bridge 77506 on CSAH 1

Compensation for the work described will be on a Time and Materials (Cost Plus) basis, which includes Erickson Engineering's profit.

A task, manpower, and cost breakdown has been prepared and is listed below (see Table 1). The cost breakdown is based on the assumption that the new bridge will be approximately 110 ft long, with a 32 ft wide roadway. There will also be approximately 600 ft of approach roadway reconstruction required.

| TABLE 1 | | | | | | | | |
|---------------------------------------------------------------------|------|-----------------------------------|------------------------------------------|----------------------------------|-------------------------------|-------------------------------------|------------|--------------------|
| Replacement of Bridge 77506 | | | | | | | | |
| Erickson Engineering Co., LLC | | | | | | | | |
| Task, Labor Hours and Cost Breakdown | | | | | | | | |
| Services | Rate | Manpower | | | | | Hours | Fee |
| | | Engineering Manager Ron Dokken | Project Manager Cindy Schall-Karwacki | Project Engineer Chad Darnell | Drafting Manager Nick Born | Engineering Tech II Fred Kittams | | |
| Hydraulics | | | 24 | | | | 24 | \$2,352.00 |
| Preliminary Design | | | 5 | | | | 5 | \$490.00 |
| Prepare Permit Applications | | | 6 | | | | 6 | \$588.00 |
| Utility Coordination | | | | | | 1 | 1 | \$85.00 |
| Asbestos Coordination | 0.5 | | | | | | 0.5 | \$78.00 |
| Soils Coordination | 0.5 | | | | | | 0.5 | \$78.00 |
| Bridge Design / Plans | 19 | 40 | 40 | 22 | 85 | | 206 | \$21,365.00 |
| Special Provisions, Estimate, Load Rating, Checklist, Stool Heights | | 14 | | | | | 14 | \$1,708.00 |
| Roadway Design / Plans | | | 28 | | 50 | | 78 | \$6,994.00 |
| Subtotal / Hours | | 20 | 54 | 103 | 22 | 136 | 335 | \$33,738.00 |
| Soil Borings / Report | | | | | | | | \$5,100.00 |
| Asbestos / Regulated Waste Report | | | | | | | | \$1,300.00 |
| Wetland Delineation (if necessary) | | | | | | | | \$2,700.00 |
| TOTAL NOT-TO-EXCEED FEE: \$42,838.00 | | | | | | | | |

Based on the above projections, Erickson Engineering proposes to complete the work required on a Time and Materials basis using the rates shown, for a total not-to-exceed fee of **\$42,838.00**.


 Thomas J. Wilson, P.E.
 Vice President

February 9, 2015
 Date

800-545-8020, ext. 223 twilson@erickson-eng.com

Todd County, MN Board Action Form



| | |
|---------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-04 | |

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Title (for publication with the Agenda): Todd County Board of Appeal and Equalization Meeting | |
| Date of Meeting: 3/3/15 | Total time requested: 5 min. |
| Department Requesting Action: Assessor | |
| Presenting Board Action/Discussion at Meeting: Chris Odden | |
| Background <input type="checkbox"/> Supporting Documentation enclosed | |
| According to M.S. 274.14, the County Board must meet after June 12 th , 2015 and before June 30 th , 2015 to conduct the County Board of Appeal and Equalization Meeting. This meeting must be an evening meeting and cannot end before 7:00 p.m. | |
| Options <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| The County Board hereby sets the Todd County Board of Appeal and Equalization meeting for Monday, June 15 th , 2015, commencing at 6:30 p.m. and not ending before 7:00 p.m. | |
| Financial Implications: \$n/a | Comments |
| Funding Source: | |
| Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Signatures | |
| STATE OF MINNESOTA } COUNTY OF TODD } | |
| I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal: | |
| Seal | |

TODD COUNTY BOARD OF COMMISSIONERS

RESOLUTION OF THE 2015 COUNTY BOARD OF APPEAL AND EQUALIZATION MEETING

WHEREAS, M.S. 274.14 provides that the County Board of Appeal and Equalization must meet after June 12th, and before June 30th, 2015 on at least one meeting day and may meet for up to ten consecutive meeting days, and;

WHEREAS, at least one of the meeting days must include an evening meeting that does not end before 7:00 p.m.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Appeal and Equalization meeting for 2015 will be set for Monday, June 15th, 2015 commencing at 6:30 p.m. and that it does not end before 7:00 p.m., in the County Board Room, at 215 First Ave. South, Long Prairie, Minnesota.

Todd County, MN Board Action Form



| | |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Action Requested | |
| <input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item | <input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other |
| Board Action Tracking Number (Admin use): 20150303-17 | |

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Title (for publication with the Agenda): Wetlands Position Hiring | |
| Date of Meeting: 2/17/15 | Total time requested: 10 min |
| Department Requesting Action: SWCD | |
| Presenting Board Action/Discussion at Meeting: Tim Stieber | |
| Background <input checked="" type="checkbox"/> Supporting Documentation enclosed | |
| The Todd County Wetland Officer position was vacated February 6, 2015. This position is partially funded through BWSR and County Match. Additional duties will be assigned such as measuring DNR observation wells, evaluating tax-forfeit properties prior to sale, and assisting other SWCD and P&Z staff. The 90 day waiting period post- position vacancy will be reached on May 6th, 2015. No severance payment for sick, vacation and comp was necessary for the previous person holding the position. | |
| Options <input type="checkbox"/> Supporting Documentation enclosed | |
| Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: | |
| Motion to waive the 90 day hiring freeze and approve advertisement, interviews, and selection of the most suitable candidate for Resource Conservationist at Grade 18, Step 1 - 4 for SWCD to manage WCA program and other responsibilities. | |
| Financial Implications: \$ | Comments |
| Funding Source: BWSR, Match, other funds | |
| Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

| Action | Voting in Favor | Voting Against |
|---------------------------------|-----------------------------------|-----------------------------------|
| Motion: | <input type="checkbox"/> Kircher | <input type="checkbox"/> Kircher |
| Second: | <input type="checkbox"/> Becker | <input type="checkbox"/> Becker |
| <input type="checkbox"/> Passed | <input type="checkbox"/> Erickson | <input type="checkbox"/> Erickson |
| <input type="checkbox"/> Failed | <input type="checkbox"/> Neumann | <input type="checkbox"/> Neumann |
| <input type="checkbox"/> Tabled | <input type="checkbox"/> Kneisl | <input type="checkbox"/> Kneisl |

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Signatures | |
| STATE OF MINNESOTA COUNTY OF TODD | |
| I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal: | |
| Seal | |

Todd SWCD Division Employee Hiring Plan

Revised 2-23-2015

Resource Conservationist – Conservation Technician – Wetlands & Land Use

This position was vacated by Mitchel Ness on February 6th, 2015 prior to making it through the 6 month probationary period. The position was budgeted at 18-4 for the 2015 fiscal year. The 90 day waiting period will be reached May 6th, 2015.

Proposed Steps

- 1) Present hiring plan to **liaison committee** Feb. 10, 2015 Tim
Discussion at that time involved slightly different mix of positions.
- 2) Present proposal for positions with imminent change to **personnel committee** Feb. 19, 20, 2015 Tim
- 3) **Obtain permission from BOC** to advertise for positions: Land Use Planner & Wetlands position **3/3/15**
- 4) **Advertise positions for 5 weeks** starting March 4 – April 3 Karla/Tim/Sarah
Obtain a wide distribution of this announcement. We will forward announcement via email to partners and list serves. Post on county web site, paper, planner web site, AMC, MASWCD,
- 5) Review applicants and **select candidates for interview** April 6 - 9
Review applicants: Supervisors, employees, commissioners, USDA – (Rank and score)
- 6) **Schedule interviews** with candidates for 2 positions (6 total) April 10 &13th Tim/Sarah
- 7) **Conduct interviews** April 16 - 24 Tim & Karla will set up
Interview Team: Liaison Committee (2 BOC, 2 SWCD + SWCDD Director)
Select 1st and 2nd place candidates for both positions
- 8) **Check references**, make offer of employment. April 15-20 Karla
- 9) **Submit BAF** for official hire for the April 21 Board mtg. or May 5 Tim
- 10) **Expected start Date:** Early May – Mid -May